MINIMUMS DETAIL

Abstract: Briefly describe what the data set is about (who, what, where, when). Include any limitations of the dataset, assumptions made, and if there is anything special that the user of these data should be aware of.

Name: uniquely identifies the dataset

Purpose: Briefly describe why the data set was created.

Date: The date or range of dates when the data were gathered, or the date the photos, maps or other items at the core of the data set, were created.

Point of Contact: Contact information for an individual or organization that is knowledgeable about the data set. Include:
Person's Name: Complete first and last name
Organization's Name: Program, administrative unit, and agency, company, or group name
Telephone Number: Including Area Code
E-Mail address:

Field Definitions: List and define each field,

Abbreviation Definitions: For any field that contains numeric or alphabetic codes (e.g., SAC = Sacramento County), list each code/abbreviation and provide an unabbreviated definition.

Access Constraints: Is there a need to limit who has access to see or read this dataset? If so, specify. If not, put "None".

Use Constraints: Is there a need to limit the use of this dataset to certain people or to specific tasks? If so, specify, If not, put "None". Also include how the data should be cited, if you want something specific.

Distribution: Define distribution constraints. Also designate the location of the data. If the data is distributed as a web service or end point, provide the url or link to the service

Progress: Complete or Incomplete.

Update Frequency: Possible values are: Continually, Daily, Weekly, Monthly, Annually, Unknown, As Needed, Irregular, None Planned, or …..

Projection: What is the Projected Coordinate System name?
Please define the _complete_ projective information for your data here

Datum (or Geographic Coordinate System): Which Datum is the projection in?
NAD83 (GCS_North_American_1983) (preferred)
NAD27 (GCS_North_American_1927)
WGS84 (WGS_1984)

ISO Topic Category an Category Code:

Farming	001
Biota	002
Boundaries	003
Climatology/ Meteorology/ Atmosphere	004
Economy	005
Elevation	006

Environment	007
Geoscientific Information	008
Health	009
Imagery/BaseMaps/ EarthCover	010
Intelligence/Military	011
Inland Waters	012
Location	013
Oceans	014
Planning / Cadastre	015
Society	016
Structure	017
Transportation	018
Utilities / Communication	019

Keywords: keyword tags that define the data. Example: Forest Cover – trees, canopy, woodland, coniferous, etc…